



Dean Cannon
Speaker

The Florida House of Representatives

Redistricting Committee

Phone: (850) 488-3928

Will Weatherford
Chair

REDISTRICTING BILL OR AMENDMENT PROCESSING REQUEST

Representative:

District #:

Contact Person:

Contact Phone #:

Filing a Bill or Amendment?

☐ Bill

☐ Committee Amendment

☐ Floor Amendment

If an amendment, what is it being filed to?

Bill or Amendment Type:

☐ House

☐ Senate

☐ Congressional

Per House Rule 5.8, the Speaker requires that “bills and amendments proposing any reapportionment or redistricting of the state’s legislative or congressional districts shall be submitted to the Redistricting Committee” as a **complete plan**, such that all census blocks in Florida are assigned to a district.ⁱ

- Is the bill or amendment complete?

☐ YES

• Has the bill or amendment been checked for contiguity?

☐ YES

• If the bill or amendment contains technical errorsⁱⁱ, is the Redistricting Committee staff permitted to correct the technical errors?

☐ YES

☐ NO

With this form, you must provide the House Redistricting Committee with the bill or amendment on a **properly formatted CD or DVD**. The CD or DVD must include the Representative’s signature, the date of submission, and the plan type (House, Senate or Congressional).ⁱⁱⁱ The CD or DVD must be in “read-only” format.^{iv}

- Is the properly formatted CD or DVD included with this form?

☐ YES

• Is the bill or amendment in a format compatible with MyDistrictBuilder?^v

☐ YES

By signing below, you are requesting one of the following:

- A bill or a Floor amendment, which the House Redistricting Committee will process and then submit to the House Bill Drafting Service for final preparation for filing. Note, you must still use ***Leagis*** in the ordinary manner to approve the filing of the bill or the Floor amendment.

• A committee amendment, which the House Redistricting Committee will process and then file directly with the subcommittee or committee hearing the bill being amended.

Representative’s Signature^{vi}

Date

This form must be submitted by the Representative or authorized employee of the House, with the above **completed in its entirety** and the **accompanying CD or DVD** to the Redistricting Committee in 400 HOB.^{vii}

ONLY COMMITTEE
STAFF FILL IN THIS
SECTION

Plan ID

and, if applicable,

Public ID

Notes: Do not include this page with the redistricting bill or amendment processing request.

ⁱ Because each bill or amendment must be submitted as a **complete plan**, only a bill, an amendment to a bill, or a substitute amendment for an amendment to a bill is allowed. Neither an amendment to an amendment nor an amendment to a substitute amendment is allowed.

ⁱⁱ “Technical errors could occur in one of two ways:

1. An unassigned census block, which is surrounded entirely by a district or surrounded by a district and water in such a manner that is clearly intended to be part of that district.
2. An unassigned layer of geography that has no population.

If a Representative opts to NOT permit House Redistricting Committee staff to correct errors of this nature, the plan will NOT be processed, but instead will be returned to whoever submitted the form.

ⁱⁱⁱ Example:



^{iv} This helps to ensure that the redistricting bill or amendment on the CD or DVD is always the redistricting bill or amendment submitted by the Representative.

^v If utilizing a district building application other than MyDistrictBuilder, it is the responsibility of the Representative to submit the bill or amendment in a format that is compatible with MyDistrictBuilder. Generally, most redistricting software applications can save a redistricting plan file in the format used by the U.S. Department of Justice. Therefore, there is a common language that most redistricting applications can read. However, it is still suggested that you consult with the House Redistricting Committee staff if you intend to submit a plan that was generated in an application other than the House’s MyDistrictBuilder.

^{vi} Note: Electronic signatures will not be accepted.

^{vii} If the information required by this form is incomplete or inaccurate, all the contents submitted will be returned in their entirety to whoever submitted the form.